

**Libby Area Technical Assistance Group Inc.****PO Box 53, Libby, MT 59923****Board Meeting Notes for regular LATAG Board meeting – July 8, 2003****In attendance:**

Scott Supernaugh
Sandy Wagner
Jerry Hersman
Carrie Croucher
Barb Guthneck
Mary Tevebaugh
Bob Beagle
Gordon Sullivan
Rick Flescher
Charlene Leckrone

I Call to Order - Chairman, George Keck, welcomed everyone.

II. Introductions - George said that he recognized that everyone knew everyone else, so skipped introductions.

III. Review and Approval of June 10, 2003 minutes - The June 10th Board meeting minutes were approved and seconded.

IV. August meeting date – George set the meeting date for August 12, 7PM, County Annex Basement. He asked Sandy to check with the bank and see how they were coming with their renovations and whether we would be able to access the elevator for those needing to use it in lieu of stairs.

V. Old Business

A. Directors and Officers Liability - George asked for discussion on the proposed Director and Officer Insurance. He stated the premium was approximately \$1,224 for one million dollar coverage with no deductible. Jerry made a motion and it was seconded that we purchase the insurance for one year and then look at the insurance at the end of that year to see if we should continue with it.

B. Policies and Procedures Review – Everyone was asked to sign the Rights and Responsibilities page out of the Policies and Procedures Manual. Charlene asked for clarification on the item concerning political activities. George explained that you can't represent yourself as TAG but there is nothing to keep an individual from being involved in political activities.

C. Technical Advisor Three Month Operating Plan – Gordon handed out his 3 month plan for review and comment. George concentrated on the Scope of the Grant, saying he got a strong caution from Contracting that we must stick to the grant unless work outside the scope of the contract is approved. He advised that the Technical Advisor not get involved in side issues outside the scope of the contract or that work may not be funded. He reminded us all that if we went through the first \$50,000 without completing all the tasks, a second \$50,000, while a possibility, was not assured, since money is drying up at the EPA national level. George asked Gordon to plot out his scope of contract work to show how he planned to meet it with the money available. Gordon replied that so much was dependent on Jim's schedule and when Jim's documents are ready.

D. Budget/Funding Status – George briefly told the Board the amount of money spent to date.

E. TOSC Partnership Proposal Status – Clinton was not there to report so this item was skipped.

F. Tiger Team Reports –

Vendor Tiger Team – Gordon said he talked to various potential vendors and urged them to get together so they can find out how to be more competitive. He said if we can help locals get a job...George interrupted to say this was outside the contract and we needed to stay focused and stay within the scope of the contract. Bob Beagle said that people wanting to work for or contract with EPA contractors should get together themselves, that we should not be involved in this. He also said if they have problems, they should unite and go as a group to ED/EPA to resolve them. George said Economic Development Council could possibly work with the vendors, provide the organization skills and assist them in approaching EPA's contractors for work. George said if we continue along this line we will get fragmented, so should leave this for individual businesses or EDC to work on.

G. Matching time sheets turned in – George asked that everyone turn in their in-kind sheets for April through June. George again cautioned everyone who is reporting in-kind that they must be within the scope of the grant for it to be counted as matching. He reminded everyone that we will be audited on match so said to make sure you are reasonably within the scope of the contract.

VI. New Business

A. Grant Opportunity – Environmental Justice Collaborative Problem Solving Program \$100,000 – George said that Windi would be explaining this grant opportunity at the CAG meeting on Thursday. He suggested that the Hospital and Gayla's group might be interested in applying. He asked if we want to get involved and offer to take the lead. It was agreed that someone from TAG might attend, if an initial meeting about the grant took place. It was further agreed that the hospital or a medical facility would be a more natural lead on this grant than TAG. Bob Beagle stated he had concerns whether

we should even be involved in this effort. It was decided that if TAG was asked to take the lead or to sit in on the meeting that everyone from TAG, who attended the Thursday night CAG meeting, should stay after the CAG meeting to discuss our possible involvement or so decline.

B. EPA Update – Gordon gave a technical report about his own house clean up and the results. Gordon says that there is contamination left behind after the clean up and would be taking the next step to find out why.

C. Technical Advisor's Update – Task B and C blended together as Gordon explained in some detail the problems he encountered with the EPA contractor clean up of his residence. He showed us the contract he signed with the contractor, went over what he covered in the pre-clean up conference. Discussion ensued whether it was a Contract or a Work Agreement. Jerry stated that a business must agree to close down for one month, shut off phones, etc. and most businesses, including his, was reluctant to do this for the sake of a clean up. There was discussion about how likely a person was to get asbestosis from breathing or being around asbestos in a house or garden. Gordon and Rich were emphatic that it was highly likely according to research materials they had read. Chris Wise's Risk Analysis was brought up regarding 3 roto-tilling demonstrations that Chris did. His equipment which was mounted on his shoulder at head height, detected 5,500 units of asbestos per hour. Rich quoted Dr. Whitehouse stating if you are exposed, you will get asbestos in you. You might not die, but you will get it.

It was decided that the Executive Board would convene at 11:30 on Wednesday, July 9th at Gordon Sullivan's house and see the problems Gordon was describing.

(Meeting was adjourned)